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9 JAN 1969 STAT

DATE:

REMARKS:

Bldg 213

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MEMORANDUM

8 January 1963

TO: C. F. C. and E. H.

FROM:



50X1

SUBJECT: Suggestions Regarding Future Inspection Tour by the
Director CIA, of the New Facility.

These suggestions set forth here are only offered for the purpose of consideration by those who will make the visit or conduct the Director about the facility if, as, and when he chooses to pay such a visit to the new building and its environments. The suggestions offered here could only apply if the time, date and duration of the Director's visit is known in advance and the persons are on hand who might properly conduct him through the facility. These suggestions are also offered at this time because of the Director's interesting and qualified background in construction, engineering, mechanical features, as well as his very keen awareness of the costs of construction work, mechanical heating, ventilating, air conditioning systems, high precision instruments and devices and quite significantly, the importance and the complexity of mechanical control systems, alarms, etc.

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It would be a rather natural thing for most visitors of the stature and importance of the Director to be taken directly to the Sixth Floor upon arrival. However, it is probably not appropriate to have this occur because of the Director's peculiar background associated with construction and other matters. Therefore, the following is suggested as a matter of interest to him, in the opinion of the architects, and who would suggest the following details of the tour for compliance with same if possible.

The architects and any engineers from our office will, of course, be available should sufficient notice be given so that we may be in town and so able to report to the job if desired.

The writer, having recently walked this tour set up below himself, and using a stop watch to time the actual walking time required to adequately see the buildings (213 and 213-A), the Director should be requested to set aside at least 1 hour and 30 minutes to 1 hour and 50 minutes or roughly 2 hours, if possible, in order to adequately acquaint himself with the entire facility. This being the case, and quite necessarily so, if he is to become orientated and acquainted with it on the first visit, it would seem that early indication of this should be provided to him as well as perhaps a recapitulation of the tour afterward in brief detail reminding him of what he actually was observing in the various parts of the whole facility.

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It is only correct to assume that the Director will enter through the Main Lobby, and it is suggested that because of his acquaintance with the Northwest, and as well as Mrs. McCone's residence and long familiarity with the Northwest, that it would be of interest to the Director to have a quick look at the California redwood paneling in the cafeteria as almost an initial introduction to the Building.

Following the quick walk through the Security Office and the Kidde Alarm System, the Scrambling Room, etc., the strong suggestion is made that here and at this time he then be directed to Building 213-A, with the engineer in charge in the party, and the Director be permitted to observe the complexity and the magnitude of the heating ventilating and air conditioning systems, the filtration systems, the Control Panel Room, the electrical power distribution and transformer areas, as well as the Cooling Tower, the generators and converters, all of which is well understood by him having had such vast experience with shipbuilding and similar complex mechanical installations through his A. E. C. background. It is also suggested that the SOMAT and Incinerator Room and facilities be pointed out to him as unique and important to this installation.

Following the visit to 213-A, it is suggested that the Director then be accompanied through the DMD area on the First Floor where the following should be pointed

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out to him; namely, the conveyor system, both the horizontal conveying system as well as the Commo Rooms, the vertical vault and the vertical conveying system and dumb-waiter in this area. Also, the magnitude of the file area here should be brought to his attention indicating the workload of NPIC as planned for and anticipated during the next 60 months.

Following this, it is suggested that the Refrigerator Room on the main deck be called to his attention and these facilities be open for his inspection.

Following this portion of the tour of the First Floor, the next area suggested for his inspection would be the Second Floor including the Photo Lab, of course, and the Repro Area as well as the areas in the north side of the building, both east and west areas with their mensuration gear and finally, on this floor his direction and inspection of the Rem Rand Univac-490. Following this, it would seem appropriate that he be conducted through the north end of the Third Floor for an inspection of the PID and the Tank Farm omitting, if required, a visit to the joint area which is essentially identical with the north end of the building for all intents and purposes.

Following this, a visit to the Fourth Floor beginning with the laboratories area at the extreme northeast corner, followed by a visit to the library area, terminating on the east side at the 1401 area and thence immediately returning to the Publications Area to view the graphic and editorial facilities provided there.

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If necessary, it would seem appropriate that the Fifth Floor may be omitted if time is running short, inasmuch as most of this is only a small addition of that found on the other floors, however, with the mention made to the Director that the three services are accommodated on this floor; namely, the Fifth.

Following the visit to the Fifth, if it is made, or from the Fourth if the Fifth Floor is skipped on the tour, the Sixth Floor would remain and this is obviously well understood by the Director of NPIC, the Executive Director and others, and no comment need be made here of this facility.

50X1 It would seem appropriate to point out that the parking facilities do have accommodations for essentially vehicles at present, and it would also seem appropriate to reiterate the total population anticipated in the Building when the complete T.O. is fulfilled and that the attempt has been made by the Director of NPIC and Executive Director and others to provide an atmosphere for the employees of this facility to compensate to the best of the ability as far as design work is concerned, for the omission of all windows for security purposes except on the Sixth Floor and also to compensate to some degree for the intense and long work period which this facility demands of the employees therein.

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The importance of the vaulting arrangement built into this facility seems significant enough to the architects and a departure from Agency tradition, important enough to warrant calling the Director's attention to these features and the fact that we are thus able to omit the infinite number of 3-combination safes throughout the building except on the Sixth Floor, and calling his attention to the man hours saved daily by being able to leave work out in various vaulted areas with only the need to cover any work of a classified nature in case of an emergency or a fire alarm malfunction or some other requirement for persons to enter vaults for inspection who may not be authorized to have access to the classified material therein.

There is one final comment regarding the Sixth Floor which perhaps is in order and that is the provisions made for and the extreme flexibility of the Briefing Rooms built-in accommodations and features, all of which are recorded elsewhere on the tape and are available in the offices of the NPIC Director. It is presumed that this particular* tape made by the architects some time ago is in the hands of either PID personnel, or in the Administration Office's files, 50X1 and perhaps in the Training Officer's own files; that is, 50X1

- END OF MEMO -

cc: Arthur L.
DMJM/DC, File
DMJM/LA, File

* Note: Mr. Dutch S. has same in his possession in the vault.

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